Download Instructions for the 2007 Mental Health Cost Report Application (Runtime Version)

WARNING: DO NOT INSTALL RUNTIME ON A MACHINE WITH ANY VERSION OF ACCESS INSTALLED ON IT. Runtime will possibly disable any pre-existing version of Access currently installed on your machine.
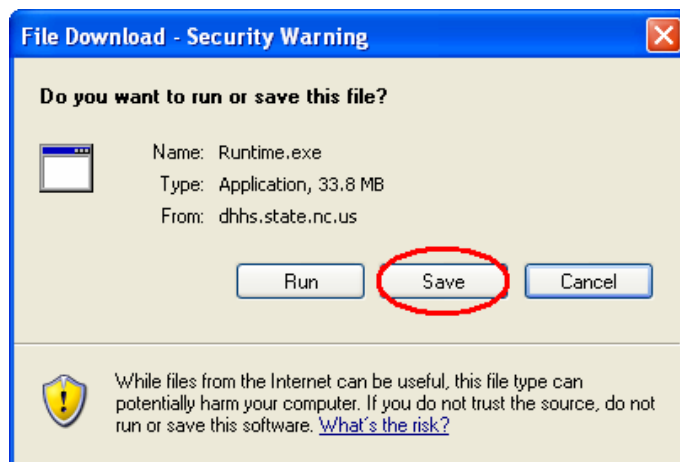
However, Access 2007 users will simply be prompted to reinstall Access 2007, the next time they attempt to open an access file with Access 2007.

Note: The example screens were taken from a Windows XP operating system using Windows Explorer. If you are using a different operating system or browser, the actual screens that you see could be slightly different, but the process should be the same.
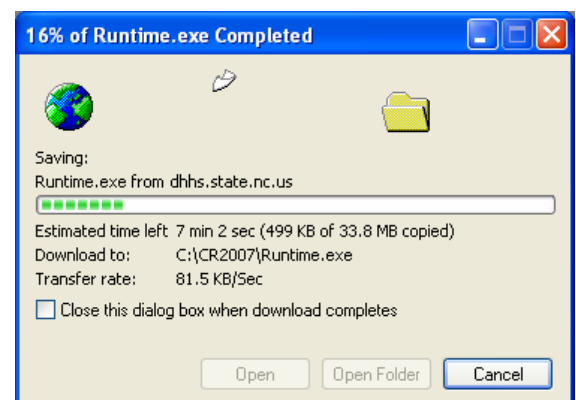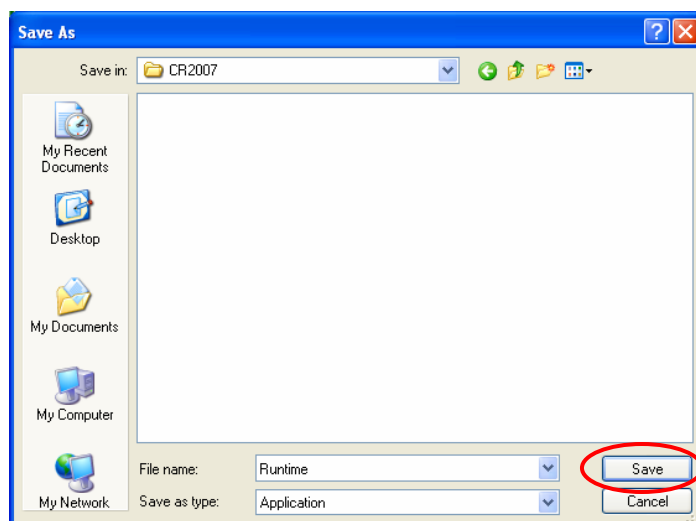
Note: If you do not have a folder named "CR2007" on your C:\ drive you will need to create one before you begin the download.

To download, click on the Mental Health Cost Report Application Runtime Download link found on the web page for the 2007 Mental Health Cost Report.
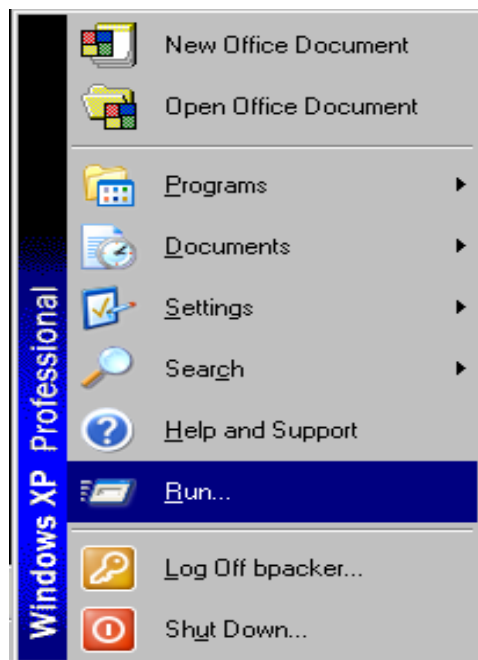
Once you click on the Mental Health Cost Report Application Runtime Download link, the following screen should appear.
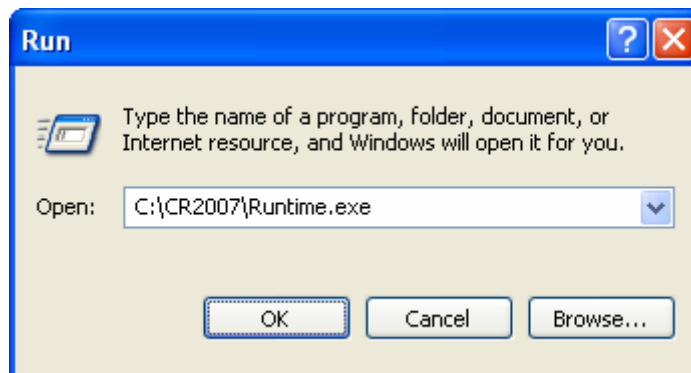

Click on **Save**. You will now be asked to select the location to save the file in. Use the drop down list at the top of the screen to select **C:\CR2007**. The F**ile name** at the bottom of the screen should be **Runtime.exe**. Once these fields are correct, click on **Save**. A status screen will appear and should automatically close when the download is finished.

Once the download is finished, go to the bottom left hand corner of your desktop and click on the **Start** button.

On the pop-up menu (as shown here) select **Run …**.

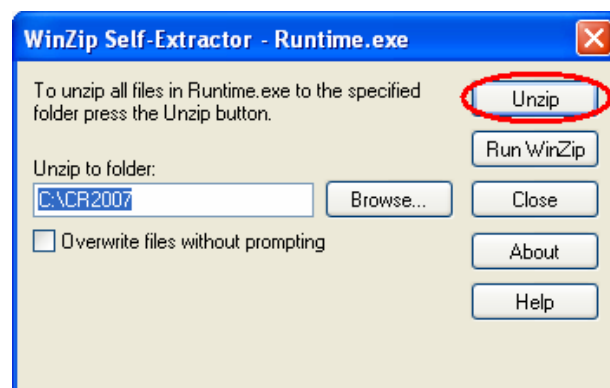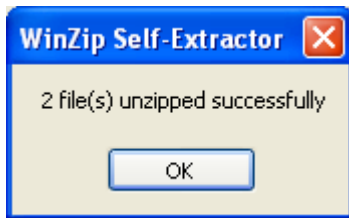The following screen will appear:

On the **Run** screen in the input field titled **Open,** enter **C:\CR2007\Runtime.exe** and click **OK**.

If you receive the following message, just click **Run** to continue.
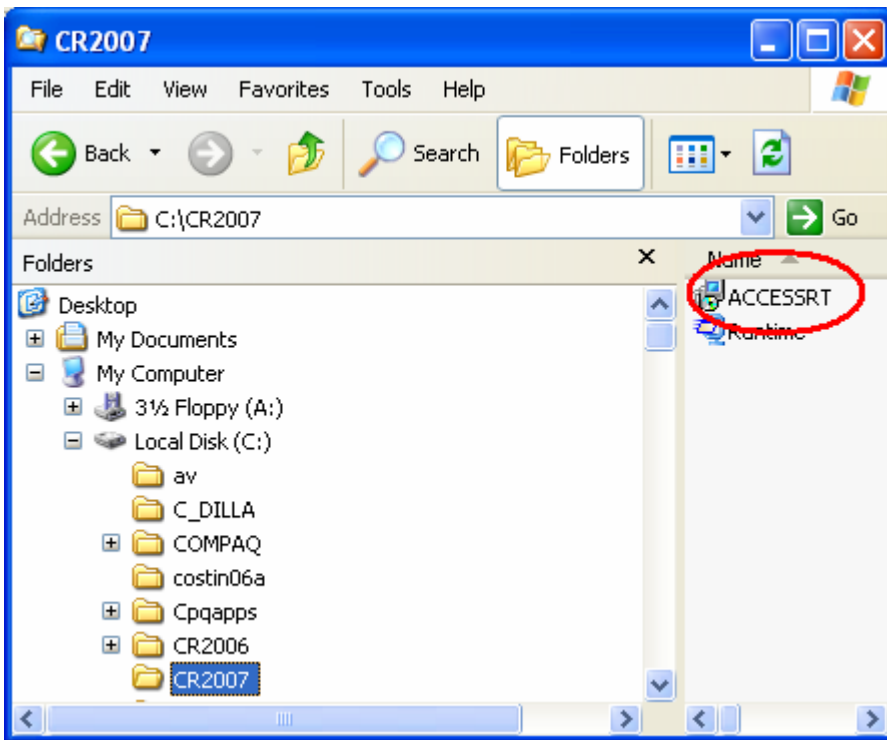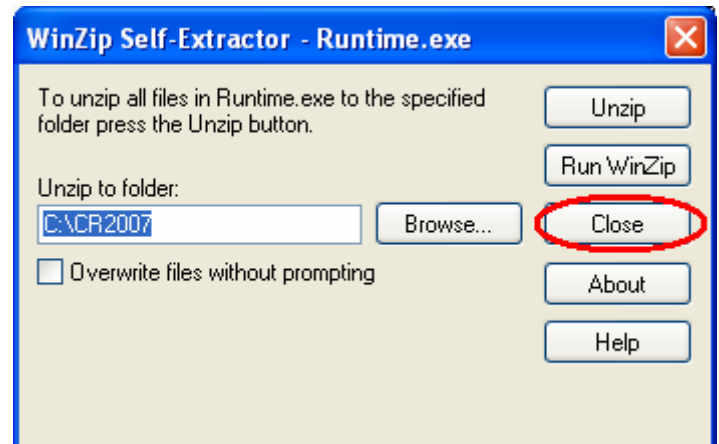
Next, you will see a compressed file extractor screen like the one to the right. The **Unzip to folder:** field should have **C:\CR2007** already entered and you will just need to click on the **Unzip** button.
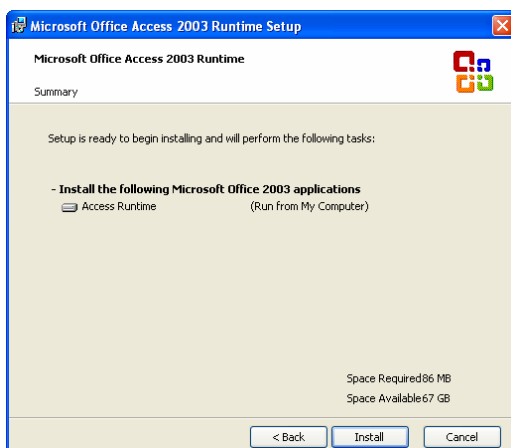
When the process is finished you should see the screen on the left.

Click on **OK** to close the window.

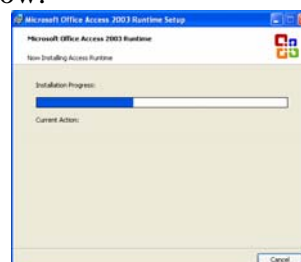Then click on the **Close** button on the WinZip Self-Extractor screen.

Now open **C:\CR2007** in Windows Explorer. On the right side of the screen, find a file labeled ACCESSRT or ACCESSRT.MSI as illustrated here.

Once you find the file, double-click it to install the Microsoft Access Runtime Application.
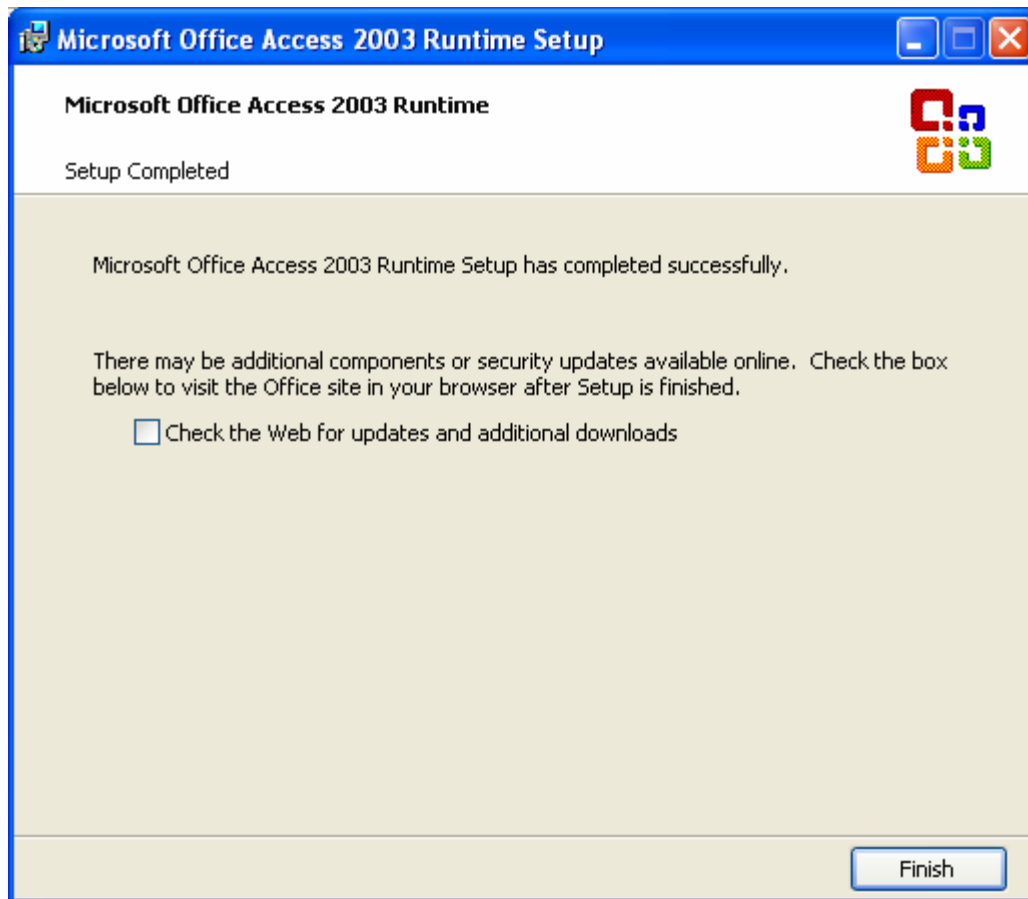

Now click **Install** when you see the Microsoft Access 2003 Runtime Setup prompt.

Next you will see a screen with a progress meter like the one pictured below.

Click the **Finish** button when the installation process is complete.

Congratulations!

Now you are ready to install the Mental Health Cost Report Application. Just return to the web to download and review the instructions for installing the Mental Health Cost Report Application.